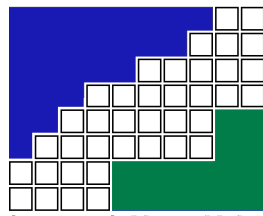


LAKE COUNTY



PLANNING COMMISSION

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lakecountyohio.gov/planning

Jason W. Boyd
Director

MEMORANDUM

TO: All Developers and Engineers *(Please copy and distribute in your office.)*
FROM: Jason W. Boyd, Director
David Radachy, Senior Planner
DATE: January 29, 2010
RE: **2010 Meeting and Submission Date Schedule**

The following chart shows meeting dates of the Lake County Planning Commission and the subdivision submittal deadlines for those meetings. All plans or plats must be submitted with the proper application, supplementary paperwork including a statement of compliance with previous stipulations, and fees for final plats ***before the deadline listed below*** in order to allow time to correct unanticipated errors that could mean rejection of the submittal. ***No subdivision submittal will be accepted if the packet is incomplete.*** A subdivision is not accepted until the Planning Commission Director or staff has had time to review the submittal. Pre-application conferences are scheduled to find potential problems and possible solutions that can be dealt with before submittal, thus expediting proposals.

Pre-Application Deadline by <u>9:00 a.m.</u>	Pre-Application Meeting <u>1:00 P.M.</u>	Subdivision Packets Due Wednesday by <u>9:00 a.m.</u>	Agenda Deadline Items Requiring 7 Day Notice Monday by <u>9:00 a.m.</u>	Planning Commission Meeting on Tuesdays @ <u>7:00 p.m.</u>
1/29/10	2/2/10	2/3/10	*Friday 2/12/10	2/23/10
2/24/10	3/3/10	3/10/10	3/22/10	3/30/10
3/24/10	3/31/10	4/7/10	4/19/10	4/27/10
4/21/10	4/28/10	5/5/10	5/16/10	5/25/10
5/26/10	6/2/10	6/9/10	6/21/10	6/29/10
6/23/10	6/30/10	7/7/10	7/19/10	7/27/10
7/21/10	7/28/10	8/11/10	8/23/10	8/31/10
8/25/10	9/1/10	9/8/10	9/20/10	9/28/10
9/22/10	9/29/10	10/6/10	10/18/10	10/26/10
10/27/10	11/3/10	11/10/10	11/22/10	11/30/10
11/10/10	11/17/10	*Tuesday 11/23/10	*12/6/10	*12/14/10
12/22/10	12/29/10	1/5/11	*Tuesday 1/18/11 by 9:00 a.m.	1/25/11
**1/19/11	**1/26/11			

*Dates changed because of holidays

**Dates to be set at this time to allow enough time to prepare for possible pre-application meeting the day after the Planning Commission Meeting sets dates & times for 2011.